

Request for Proposals

Elementary Entrepreneurship Project

The North Dakota Department of Career and Technical Education is accepting proposals to provide matching grant funding for regional elementary entrepreneurship programs.

Purpose: To support entrepreneurship education that is coordinated with classroom curriculum, standards, and activities encouraging and showcasing entrepreneurial activities at the elementary education level.

Eligible Recipients: REA's or other regional groups of schools.

Deadline: Proposals must be postmarked by February 29, 2008.

Plans will be approved by the Department of Career and Technical Education.

Number of Awards: Ten awards will be made plus one additional pilot project at the Standing Rock Sioux Tribal Education Consortium.

Funding: A total of \$125,000 for the 2007- 2008 school year is available.

Grant Awards: The grant award will be \$37 per student, based on the number of students with projects at the regional event. For regions that have a current program, the maximum grant will be based on the past year's numbers plus a growth factor of 10%. For new sites, it will be based on the projected number of students with projects. The total amount of each regional award may be adjusted if there is not sufficient statewide funding.

Matching requirement – This grant does require a dollar for dollar match. So if the grant award is for \$5,000 then you must have a \$5,000 match. The match may be an in-kind expense associated with this activity, such as transportation, coordinator or teacher salary, classroom supplies, curriculum, etc. Attached is a list of expenses that could be used for the match. The match must be documented and submitted prior to release of the grant.

RFP Contents

1. Identify the REA/fiscal agent to receive the funds. Complete [Funding Application Cover Sheet](#) (SFN 15274)
2. Identify the elementary schools to be involved in the regional project and provide contact information. Attach a list of the participating schools to the Cover Sheet.
3. Identify curriculum and standards the region will use for the program. There are two choices:
 - a. Adopt and use Marketplace for Kids as the program and curriculum or;
 - b. Design your own regional elementary entrepreneurship program which must have the following components. In this proposal, attach a narrative on how each of the following components will be addressed.
 - i. Targets grades 4 – 6.
 - ii. Promotes entrepreneurship and career awareness in and for North Dakota.

- iii. Consists of a developed curriculum with learning guides and lesson plans.
- iv. Covers topics such as innovative thinking, entrepreneurship, inventions, using renewable resources, using the internet for entrepreneurship, community volunteerism, and energy education.
- v. Includes a process that shows how local schools and teachers will be involved.
- vi. Has a regional leadership team which will coordinate and publicize the event, work on details such as student project showcase, organize classes/activities for students, arrange for presenters, volunteers and local support.
- vii. Has a representative on a statewide team to help maintain consistency across the state.
- viii. Holds regional showcase involving surrounding schools and consisting of individual student projects, education classes, and speakers.
- ix. Offers a teacher training component with professional credit.
- x. Meets the following Standards and Benchmarks: National Content Standards for Entrepreneurship Education, North Dakota Standards and Benchmarks and National Education Standards.

4. Identify the number of students who are projected to have projects:
 - a. The maximum number of students who will be showcasing projects is capped at last year's numbers plus 10% or;
 - b. If this is a new event, use a projected number.

(Items 2, 3, and 4 may be included on the same sheet and attached to the Funding Cover Sheet.)

Funding reimbursement process: Each grant recipient will receive an annual plan from the Dept of Career and Technical Education when the award has been approved. Funding is on a reimbursement basis, with final reimbursement at the end of the activity. To receive reimbursement, a copy of the annual plan and documentation of the funds spent, along with matching fund documentation, must be submitted.

Final funding will be based on both;

1. The final count of the number of students with projects at the regional activity (with a maximum of last year's student count plus 10%), and;
2. The full amount of matching funds.

Submit by either:

Email to cte@nd.gov

Or mail to: Wayne Kutzer, State Director
 Department of Career and Technical Education
 600 E Boulevard Ave, Dept 270
 Bismarck, ND 58505-0610

If you have questions contact: Kevin Reisenaur kreisena@nd.gov (328-3182) or,
 Wayne Kutzer wkutzer@nd.gov (328-2259)

Allowable expenditures for the grant and for the required matching funds:

1. Entrepreneurship education training (professional development) for teachers, advisors, aides.
2. Training and promotional materials. (Learning guide, benchmarks and standards, lesson plans)
3. Stipend for the trainer, training and professional credit fees.
4. Stipends or honorariums for aides, student mentors (such as DECA) to assist students with the development of their projects and registration process.
5. Stipends for display boards and supplies for students that do not have the means to purchase their prototype supplies.
6. Lunches for students, teachers, chaperones, volunteers, and aides for the showcase day.
7. Supplies for students participating in a showcase day: pens, pencils, bags (tools for the day).
8. Reimbursement of project display table rental/set up.
9. Transportation to a regional event.
10. A 5% administration fee may be assessed for a school or REA to act as a fiscal agent for this grant.